Eleventh Conference of the High Contracting Parties to Protocol V on Explosive Remnants of War to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects

8 November 2017

Original: English

Geneva, 20 November 2017
Item 13 of the provisional agenda
Adoption of the cost estimates for 2018

Estimated Costs
2018 Meeting of Experts of the High Contracting Parties to Protocol V

Note by the Secretariat

1. The Eleventh Conference of the High Contracting Parties to Protocol V to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects, held in Geneva on 20 November 2017, decided to convene a one-and-a-half-day Meeting of Experts of the High Contracting Parties on the dates to be decided.

2. This document is submitted pursuant to the above-mentioned decision of the High Contracting Parties and provides estimated costs in the amount of US$32,500 for convening that meeting. A breakdown of these costs is provided in the attached table. The biennial budget for 2018 & 2019 (US$32,500 x 2) is US$65,000.

3. It should be noted that the costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closure of the meeting and completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in the contributions made by the participants sharing the costs will be determined accordingly.

4. With regard to the financial arrangements, the cost of the meeting shall be borne by the High Contracting Parties and States not parties participating in the meeting, in accordance with the United Nations scale of assessment adjusted appropriately.

5. Subject to the High Contracting Parties' approval of the estimated costs and cost-sharing formula, assessment notices will be prepared based on the overall estimated costs and applicable cost-sharing formula. Since the above-mentioned activities shall have no financial implication for the regular budget of the Organization, High Contracting Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.

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Title of session: CCW - Convention on Certain Conventional Weapons (CCW) Protocol V (P V) Meeting of Experts
Geneva, (1.5 days) 2018

Conference-servicing items	Meeting Servicing * $	Pre-session documentation * $	In-session documentation * $	Summary records * $	Post-session documentation * $	Support Services requirements * $	Other requirements * $	Total * $
Interpretation and meeting servicing[1]	27,000						2,100	29,100
Translation of documentation								-
Support Services requirements[2]						1,600		1,600
Other requirements[3]							1,800	1,800
Total	27,000					1,600	3,900	32,500

A. Total conference-servicing requirements (inclusive of 13% programme support costs) 32,500

B. Non-conference-servicing requirements

Grand total (rounded) A+B 32,500

Additional Note: Biennial budget for 2018 & 2019 ($32,500 x 2) $65,000

1/ Other reqiuirements: meeting co-ordination charges $2,100

2/ Sound technician/recording (2 x 2 days)

3/ Rental of PC, printer and digital audio recorder $100; Dedicated assistance provided for accounting services and administration of financial resources $1,700